DATE: June 21, 2006
TO: Michigan County Clerks
FROM: Michigan Department of State, Bureau of Elections
SUBJECT: AutoMARK Programming for August

This memorandum will provide you with direction on how to get your AutoMARK programming completed for the August Primary. We appreciate the cooperation of election officials statewide in attending kickoff meetings, acceptance testing and training sessions. We recognize the tight time frames and truly appreciate all your efforts.

Like any other piece of electronic equipment, the AutoMARK must be programmed so that it can read and mark the ballots in the precincts in which it is used. While our contract with Election Systems and Software (ES&S) provides for software training for all jurisdictions, we have asked ES&S to defer this training until after the November election. The Department of State, Bureau of Elections, will arrange for and pay for all AutoMARK programming needed for the August and November 2006 elections.

Although we are relieving election officials from AutoMARK programming responsibilities this year, we must rely on local officials to provide the information needed for programming. While procedures vary somewhat based on the county's optical scan vendor, we need three basic pieces of information to program the AutoMARK:

1. A completed Pronunciation Guide. Issue 235 of "News You Can Use" (June 19, 2006) included vendor-specific instructions for submitting the Pronunciation Guide. See: http://www.michigan.gov/sos/0,1607,7-127-1633_11619_27151-130722--,00.html
2. A datafile produced by the optical scan programming software (extracted from Unity, WinEDS or GEMS).
3. A .pdf file for each ballot produced by the optical scan programming software software (extracted from Unity, WinEDS or GEMS).

We ask that county clerks accumulate this information for all jurisdictions within their counties. Below are the specific instructions for counties using each of the three optical scan vendors:

Counties that Use ES&S Equipment

Required items for AutoMARK programming:

- .edm Unity export files (email or provide on diskette or CD)
- .pdf ballot files for each ballot style (email or provide on diskette or CD)

ES&S will do the AutoMARK programming for all counties that use M100 voting systems. Counties fall into one of two groups:

- ES&S will collect all of the information needed for counties where ES&S is also providing optical scan programming. *No further action is required by these counties.*
- Counties that do their own optical scan programming should mail or email the information to the address listed below or contact ES&S to make other arrangements:

ES&S Systems & Software
Attn: Corey Skradski
11208 John Galt Blvd
Omaha, NE 68137
Phone: 877- 377-8683 ext 1335
Fax: 402-970-1285
Email: cmskradski@essvote.com

Counties that Use Sequoia Equipment

Required items for AutoMARK Programming:

- .ifc export files from WinEDS
- .pdf ballot files for each ballot style

Miller Consultations and Elections, Inc. (Miller) will collect all the information needed from counties that use Optech Insight voting systems and provide it to AutoMARK Technical Systems (AutoMARK). The same process will be used for counties doing their own optical scan programming and counties contracting with Miller for programming services. Miller will contact all Sequoia counties and collect the information. *No action is required by Sequoia counties*.

Contact Information:

Miller Consultations and Elections, Inc.
6119 28th Street SE, Suite 2D
Grand Rapids, MI 49546
Phone (616) 464-2283
Fax (616) 464-0926

Counties that Use Diebold Equipment

Required items for AutoMARK programming:

- .mdb GEMS export (email or provide on diskette or CD)
- .pdf ballot files for each ballot style (email or provide on diskette or CD)

Counties doing their own optical scan programming should send this information directly to the address listed below. Counties using an outside vendor for optical scan programming should direct their vendor to send this information to the address listed below:

Michigan Bureau of Elections
Attn: David Tarrant
430 W Allegan St.1st floor
Lansing, MI 48918
Phone: 517-373-2540
Fax: 517-373-0941

Email: ElectionsPDD@michigan.gov

Please mail the items listed as soon as possible, but no later than June 28. When AutoMARK programming is complete, we will provide further instructions on how to proceed.

Thank you in advance for your cooperation. If you have any questions, please send and email to ElectionsPDD@michigan.gov or call David Tarrant at (517) 373-2543.